

POLICY NUMBER: DCOM 4.1
POLICY TITLE: FACILITIES

I. PURPOSE

This policy is to secure and maintain sufficient and appropriate facilities for the program of instruction to enable students and faculty to successfully achieve the educational goals of the curriculum.

II. POLICY STATEMENT

In accordance with the Commission on Osteopathic College Accreditation (COCA) Element 4.1, it is the policy of LMU-DCOM to have sufficient physical facilities, equipment, and resources for clinical, instructional, research, and technological functions of the COM readily available and accessible across all COM locations to meet its needs, the needs of the students consistent with the approved class size, and to achieve its mission.

III. DEFINITIONS

N/A

IV. AUDIENCE

This policy applies to all stakeholders (faculty, staff, students, administration, and community members) who would like to learn more about the facilities at LMU-DCOM.

V. COMPLIANCE

COCA Standard 4, Element 1

“A COM must have facilities for the program of instruction that enable the authorized class size of students and faculty to pursue the mission, curriculum, and scholarly activity of the COM.”

VI. ROLES AND RESPONSIBILITIES

LMU-DCOM Administration: Office of the Dean

Responsible Office: Office of the Dean

Responsible University Officer: Directors of Operations

Policy Oversight Committee: LMU-DCOM Policy Process Committee

VII. STANDARDS

N/A

VIII. PROCEDURE

LMU-DCOM Facilities - Overview

LMU-DCOM currently offers two locations for its Doctor of Osteopathic Medicine (DO) professional degree program: 6965 Cumberland Gap Parkway, Harrogate, TN and 9737 Cogdill Road, Knoxville, TN.

The distance between LMU-Harrogate, parent campus and LMU-Knoxville, LMU-DCOM's additional location, is 68.4 miles within the state of Tennessee where Lincoln Memorial University has state approval to provide all its current (and planned) higher educational programs. Each location has unique draws and LMU-DCOM will grow to accommodate the demands of the primary care physicians in the state of Tennessee, Appalachia and beyond.

LMU-DCOM Harrogate Facilities LMU-DCOM buildings were designed to accommodate a traditional lecture-based systems curriculum. The classrooms and laboratories utilize clinical instructional methods that incorporate state-of-the-art technology. Large lecture halls were designed to accommodate classes for traditional lecture-base experiences or divided into small groups for team-based learning experiences. The current teaching facilities include lecture halls, standardized patient suites, simulation centers, learning labs, and classrooms as well as student activity and administrative/faculty office space. The site plan meets or exceeds all local and state building requirements.

The majority of the first- and second-year curriculum are delivered in the lecture halls with tiered seating and well-equipped with audiovisual technology and wireless internet access. All the lecture halls are designed to allow team learning and teaching with interactive group discussions.

The lecture halls have wireless networks with redundant hard wiring, set up for distance technology, course capture, state-of-the-art audio and video and multiple large screens at the front of the room with supporting monitors for enhanced viewing. Available equipment for instructor use includes computer displays for a mix of DVD, video, and state-of-the-art HD projectors. Each student space within the lecture halls has data, interactive response, and electrical connections; all chairs are adjustable for ergonomically correct seating. Restrooms and wide hallways for circulation are adjacent to the classrooms.

The following spaces on the Harrogate campus are dedicated to the DO program in the LMU-DCOM building:

- First Floor:
 - o (1) 224 seat (4 for disabled seating) auditorium and (1) 247 seat auditorium (3,744 square feet each)
 - o (15) small conference rooms with seating for 12
 - o (1) Up to 40 seats, multi-purpose classroom
 - o (26) Faculty/Staff Offices
- Second Floor:
 - o Osteopathic Principles and Practice Lab (44 exam tables; 4,200 square feet)
 - o Anatomy Lab (1 pod with 8 cadaver tables)
 - o (10) Clinic Exam Rooms

- o (28) Faculty/Staff Offices
- o (1) Microscope room
- o (1) Zebra Fish Lab

• Third Floor:

- o (5) Simulation labs – (4) for daily use and (1) back-up
- o (1) 40 seat small classroom o (1) 60 seat small classroom
- o (37) Faculty/Staff Offices

The first-floor auditoria (101 and 102) located in the LMU-DCOM Building are primarily designated for second-year osteopathic medical students with a current capacity seating of 224 and 247, respectively. The combined 101 and 102 classrooms have a capacity of 471 total seats. Although a wall separates the two classrooms, a door next to the podium between the auditoria allows the faculty to move from one auditorium to the next when both classrooms are used. The presentation can be electronically connected so that audio and presentation slides are shared simultaneously in real-time with both classes.

Attendance for lectures is not mandatory, but various activities such as Team-Based Learning, Osteopathic Principle and Practice (OPP) labs, Essentials of Patient Care (EPC) labs, practical exams, and Objective Structured Clinical Exams (OSCEs) are all mandatory. Anatomy, OPP, and EPC labs are broken into sections to allow for small groupings of students.

The current clinical exam center consists of 10 rooms used for case presentations, standardized patient encounters, OSCEs, and male/female exams. Six (6) high fidelity simulation labs are also available in the LMU-DCOM building. Priority of scheduling for both the clinical exam rooms and simulation labs are given to the DO program. All requests for the DO program curricular needs have been met and no activity has been denied.

The Hamilton Math and Science building:

• First Floor:

- o 400 seat auditorium (436+ seats) (6,232 square feet)
- o Microscopy suite
- o [Other learning spaces in this building are also available for request and schedule including the (2) 105+ seat auditoria across the hall from the 400-seat auditorium]

• Fourth Floor:

- o Anatomy Suite (4 pods with 7-8 cadaver tables; 4,864 square feet)
- o Research and tissue culture lab spaces (4,650 square feet)
- o Faculty and Staff Offices (8)
- o Anatomy/OPP Fellows Office
- o Eighteen (18) additional small conference rooms/study rooms

College of Veterinary Medicine Building (CVM- DCOM Designated Space)

The CVM building, where the medical school occupies additional faculty, staff, and student space, includes an additional twenty-four (24) clinic exam rooms and four (4) additional simulation labs. A total of two (2) debrief rooms and additional adjacent rooms that may be expanded for debriefing needs depending on the activity are also available for engaging students after encounters. The LMU-DCOM designated spaces are in addition to the already existing ten (10) clinical exam rooms and six (6) simulation labs located in the LMU-LMU-DCOM building. Formative and summative clinical examinations take place primarily in these spaces for OMS-Is and OMSIIs to accommodate the large class size. The multi-station OSCE component of the Clinical Skills Workshops (CSWs), a 2-day refresher of EPC and OPP for OMS-IIIs (graduation requirement), are also held here. The total count for both spaces will be thirty-four (34) clinical exam rooms and (8) simulation labs. All simulation (SIM) labs and clinical exam rooms are operated by DO program faculty and staff. Priority scheduling has always been and will remain, the LMU-DCOM DO program. The existing ten (10) exam rooms along with the six (6) SIM labs in the LMU-DCOM building remain intact and functional to allow for scheduling options for all health sciences programs.

The auditoria with a seating capacity of over 500 can be split into two 250+ spaces or one 500+ seat space. This auditorium will be available for the DO program to reserve as needed.

Research Facilities

The Dean of LMU-DCOM has oversight and control of the research needs of LMU-DCOM. LMU-DCOM occupies approximately 1,550 sq. ft. of research space within the research lab not including the microscopy square footage, which includes bench space for up to 20 researchers. There are currently nine (9) LMU-DCOM faculty members conducting bench research, leaving available bench space for eleven (11) more researchers. Students asking to participate in research have been given the opportunity if approved with faculty agreement to mentor the student.

LMU-DCOM at LMU-Knoxville Facilities

LMU-DCOM at LMU-Knoxville is situated on 37 acres in a growing residential and business district west of downtown Knoxville, TN. The facility brings together medical students, faculty, staff, and administration in a state-of-the-art teaching and learning environment. The additional location includes four lecture halls, a clinical exam center and simulation center, skills lab, learning labs, and classrooms as well as student activity and administrative office space. The interior functionality of the facility is suitable for the requirements of the additional location for the College of Osteopathic Medicine. The site plan meets or exceeds all local and state building requirements. The design fits comfortably with the architectural character that defines Lincoln Memorial University yet provides a foundation for an LMU Health Sciences Campus in Knoxville.

The Knoxville location consists of two existing buildings separated by a large parking area. The main academic building for the expanded Doctor of Osteopathic Medicine program is over 110,000 square feet and supports the academic and clinical skills training of osteopathic medical students with two auditoriums (a 321 seat and a 360 seat), twenty-six mock clinical exam rooms, two pod gross anatomy labs, eight high fidelity simulation labs and a classroom with 46 osteopathic manipulation tables. The oversight of facilities/operations at LMU-DCOM Knoxville (DCOM-K) is provided by DCOM-K leadership. DCOM-K will work with other LMU programs that also utilize portions of the facility to assure adequate access to accommodate the DCOM-K class size.

The modern anatomy lab allows faculty to train students in small group dissection teams. Adjacent to the anatomy lab is an anatomy preparation area plus a large walk-in refrigerated cooler capable of holding seventy cadavers.

The facility is equipped with the latest in classroom and lecture design and technology. The Knoxville building has been designed to accommodate a lecture-based systems curriculum complemented by clinical cases. This innovative curriculum will be taught in a team learning environment.

The Knoxville facility has comparable academic and instructional spaces as described below:

- First Floor:
 - o Anatomy lab with 38 total tables (21 on one side and 17 on the other)
 - o Prep lab and morgue
 - o Dining Hall
 - o Medical Library with 12 individual study carrels and 10 group tables seating up to 4 students each.
 - o Multipurpose conference room
 - o (26) clinical exam rooms with 2 debrief rooms
 - o (36) Faculty/Staff Offices
- Second Floor:
 - o (1) 321 seat auditoria and (1) 360 seat auditoria
 - o (17) small group/study rooms with various seating and 1 large study room with 23 individual study carrels
 - o 2 Student Break Rooms
 - o OPP lab with 43 OMT tables
 - o Simulation Suite with 8 simulation rooms with 2 debrief rooms
 - o Clinical Skills Lab
 - o (22) Faculty/Staff Offices

A building adjacent to the main facility accommodates the bench research needs of hired faculty. Square footage of 3,500. The research space will include the following:

- (22) bench tables
- (1) Microscope room

- (1) Zebra Fish Lab
- (1) Tissue Culture Room with hoods
- Common equipment room
- Shared office space for research faculty/ staff/ students
- Flexible Multipurpose space
- Shared space for functional/ applied research in PT/OT building (250 sq. feet)

Adequacy of the Core Rotation Facilities

Facilities and clinical experiences vary across core rotation sites. With oversight by the Curriculum Committee and the Office of Clinical Education, LMU-DCOM has a system in place to ensure that the facilities and education received at these facilities are comparable and has equivalent methods of assessment across all locations within a given rotation. With thirty-four rotation sites in eleven states, it is important to ensure that all students have comparable experiences.

Clinical Core Sites adhere to minimum standards, offering similar learning environments across sites. Each site has a Clinical Site Coordinator who manages the day-to-day activities of students. The Site Coordinator plans and oversees hospital orientation, can assist with securing housing, assigns preceptors, follows up on student evaluations, etc. The Site Coordinator serves as a liaison between LMU-DCOM, medical students and the core site. LMU-DCOM hosts an annual Site Coordinator meeting each spring to discuss curricular changes for the upcoming academic year, challenges faced at core sites and how they may be addressed. A Director of Student Medical Education (DSME) is appointed at most core sites to oversee clinical instruction.

Site visits are made at least annually to each core site to assess the learning environment. These visits are focused on gathering information from students regarding positive experiences, opportunities for improvements and curriculum feedback. Common questions and concerns are answered, and students are given the opportunity to ask any questions or voice any new concerns. They are also informed about how they can contact us via email, phone or set up a Zoom call to discuss things they would not want to share in front of the group. Students are also informed that feedback on the Preceptor Evaluation is anonymous and not shared directly with the preceptor.

Other data collected that helps to determine the effectiveness of the core rotations sites includes:

- Aggregate results of students' survey evaluations of the curriculum, core sites and preceptors.
- Summary of Site Visit Reports and OMS-III and OMS-IV Student Assessment Team Reports, including recommendations for curricular changes from students as well as from training sites and preceptors
- COMAT score analysis, identifying areas of lower and higher performance of students.

- COMLEX-USA Level 2-CE analysis identifying areas of lower and higher performance of students.

The Clinical Education Department develops an Annual Site Outcomes Report, outlining findings gathered from assessment data (surveys, Assessment Teams, etc.) and based on information from site visits. The assessment data offers insight into the effectiveness of core rotation sites. An Annual Site Outcomes Report analyzes COMAT, COMLEX-USA 2-CE, and residency match results of students based at each core site based on a three-year rolling average. This report along with the assessment data listed above identifies strengths of each site and areas for improvement. A summary of assessment findings is presented to core site as a quality improvement tool.

IX. CONTACT INFORMATION

For more information regarding this policy, please contact the Dean's Office at LMU-DCOM, 423-869-6661.

X. DOCUMENT HISTORY

Version S22.1:	5/11/22
Approved by LMU-DCOM Dean's Council:	
Approved by LMU Office of General Counsel:	5/19/22
Version S23.1:	
Approved by LMU-DCOM Dean/CAO	2/03/23
<i>(Editorial changes only)</i>	

XI. FORMS

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[HTTPS://MYLMU.LMUNET.EDU/TEAMS/DCOM/FACILITIES/DCOM%20AT%20LMU-KNOXVILLE%20FLOOR%20PLANS/DCOM%20AT%20LMU-KNOXVILLE_1ST%20FLOOR%20ROOM%20NUMBERS_6.19.19.PDF](https://mylmu.lmunet.edu/teams/dcom/facilities/dcom%20at%20LMU-KNOXVILLE%20FLOOR%20PLANS/DCOM%20AT%20LMU-KNOXVILLE_1ST%20FLOOR%20ROOM%20NUMBERS_6.19.19.PDF)

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